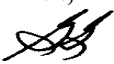





# SUGAR LAND 4B CORPORATION

## AGENDA REQUEST

<b>AGENDA OF:</b>	<b>02-19-14</b>	<b>AGENDA REQUEST NO:</b>	<b>II-A</b>
<b>INITIATED BY:</b>	<b>CHRISTINE RANKIN, EXECUTIVE SECRETARY</b>	<b>RESPONSIBLE DEPARTMENT:</b>	<b>CITY SECRETARY</b>
<b>PRESENTED BY:</b>	<b>GLENDA GUNDERMANN, CITY SECRETARY</b>	<b>DIRECTOR:</b>	<b>GLENDA GUNDERMANN, CITY SECRETARY</b> 
		<b>ADDITIONAL DIRECTOR (S):</b>	<b>N/A</b>
<b>SUBJECT / PROCEEDING:</b>	<b>SUGAR LAND 4B CORPORATION MEETING JANUARY 21, 2014 APPROVE MINUTES</b>		
<b>EXHIBITS:</b>	<b>MINUTES JANUARY 21, 2014</b>		
<b>CLEARANCES</b>		<b>APPROVAL</b>	
<b>LEGAL:</b>	<b>N/A</b>	<b>DIRECTOR:</b>	<b>REGINA MORALES,</b>  <b>ECONOMIC DEVELOPMENT</b>
<b>RECOMMENDED ACTION</b>			
Approve the minutes of the Sugar Land 4B Corporation meeting January 21, 2014.			
<b>EXHIBITS</b>			

STATE OF TEXAS §  
COUNTY OF FORT BEND §  
CITY OF SUGAR LAND §

**CITY OF SUGAR LAND  
SUGAR LAND 4B CORPORATION MEETING  
WEDNESDAY, JANUARY 21, 2014**

**REGULAR MEETING**

The Sugar Land 4B Corporation convened in regular meeting, open to the public, in Cane Room, 161, of Sugar Land City Hall on Wednesday, January 21, 2014 at 4:22 o'clock P.M. and the roll was called of the members; to wit:

James Clancy, Jr.  
Mary Favre  
William Hickl  
Cynthia Knox  
Allan Lazor  
Bridget Yeung  
Harish Jajoo

**QUORUM PRESENT**

All of said members were present except Director Favre, Director Lazor and Director Hickl who were absent. Also present were:

Regina Morales, Director of Economic Development  
Jennifer Brown, Director of Budget and Research  
Bryan Guinn, Assistant Director of Budget and Research  
Meredith Riede, Assistant City Attorney  
Christine Rankin, Executive Secretary, and  
A Number of staff and visitors

**CONVENE MEETING**

**President Yeung** convened the session, open to the public, to order at 4:22 o'clock P.M.

**MINUTES**

**President Yeung** introduced consideration of and action on approval of the minutes of the Sugar Land 4B Corporation meeting held December 18, 2013.

Following a full and complete discussion, **Director Jajoo**, seconded by **Director Knox**, made a motion to approve the minutes of Sugar Land 4B Corporation meeting December 18, 2013. The motion carried unanimously.

<b>BUDGET</b>
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**President Yeung** introduced consideration of and action on authorizing budget amendment reallocation in the amount of \$150,000.00 from Baseball Stadium Project, CIP SLB111, and \$400,000.00 from Fund Balance to Ballpark Marquee Project, CIP SLB145.

**Mr. Bryan Guinn, Budget Officer**, reviewed the information with the Board.

Background

- Contractual obligation between the City and ODP for a marquee type sign on Constellation Field property
- Initial costs of \$150,000 included in Baseball Stadium budget for marquee sign with final budget determined when design completed
- Design work completed by City Government/Community & Destination Signage Project (TR1301)
- Estimated cost of \$550,000

Available Funding

- \$150,000 available in Baseball Stadium Project (SLB111)
- Unaudited FY13 SL4B fund balance is \$431,018 over policy requirement
- Sufficient funding available in the SL4B to meet contractual obligation of Baseball Marquee Sign

**Mr. Guinn** introduced **Ms. Keisha Seals, Engineer III** providing details on the exhibits which demonstrated the location and design style of the sign.

The location on State Highway 6 will allow both north and south traffic directions to view the sign. In 2012, City Council had an opportunity to review renderings of the signs and offered recommendations for the final design. The exhibit reflected those recommendations as well as those from Johnson Development and Peter Kirk. The sign is approximately 40 feet tall; the entrance tower at Imperial Boulevard is 44 feet in height. The brick façade is similar to what is seen in the Imperial entrance monument.

The sign will be a “V” shape using three columns connecting to video message signage. One side of the sign will face the northbound and the other southbound side of State Highway 6.

**Mr. Guinn** continued providing the next steps and recommended action.

Next Steps

- Approve budget amendment for Baseball Stadium Marquee Sign
- Hold a public hearing on funding request for Baseball Stadium Marquee Sign
- Approval of a funding resolution to reimburse the City for cost associated with installation of a Baseball Stadium Marquee Sign
- City Council consideration of the SL4B budget amendment on January 21 if approved by the Board

<b>BUDGET (CONTINUED)</b>
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Recommended Actions

- Approve a budget amendment establishing Baseball Marquee Sign project (SLB145)
- Reallocate \$150,000 from Baseball Stadium (SLB111) to Baseball Marquee Sign Project
- Appropriate \$400,000 from SL4B fund balance to the Baseball Marquee Sign Project

**Director Jajoo** requested and received confirmation that the \$150,000 was set aside as a placeholder. **Ms. Regina Morales, Director of Economic Development** stated that when the stadium agreement was developed a full scope or design had not been created. It was known that a marquee sign would be needed and the available funds were put into a placeholder for use when further developed. **Ms. Morales** stated that had the \$400,000 fund balance not been available the marquee sign project would be placed on hold and other sources reviewed. The fund balance will be partially replenished when the participation rent is received in April 2014. The estimated amount is approximately \$198,000. The construction estimate is conservative and there is hope that the project will come in under budget. If so, the remaining amount will be returned to the fund balance.

**Mr. Guinn** clarified that the City manages the project; therefore, the Sugar Land 4B Corporation reimburses the City for the project cost.

**Director Clancy** asked why the sign cost \$500,000. **Ms. Morales** clarified that the cost is actually for two signs. The most effective way to construct a sign that could be viewed by both traffic directions was the “V” shape design; the size of the video boards and the sign façade also increased the cost.

**Director Knox** requested and received confirmation that all of the feedback has been incorporated into the sign design. Opening Day Partners and Johnson Development have both reviewed and approved the design.

Following a full and complete discussion, **Director Jajoo**, seconded by **Director Clancy**, made a motion to approve authorizing budget amendment reallocation in the amount of \$150,000.00 from Baseball Stadium Project, CIP SLB111, and \$400,000.00 from Fund Balance to Ballpark Marquee Project, CIP SLB145. The motion carried unanimously.

<b>PUBLIC HEARING</b>
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<b>FUNDING REQUEST FOR INSTALLATION AND CONSTRUCTION OF BALLPARK MARQUEE SIGN ON CONSTELLATION FIELD PROPERTY</b>
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**President Yeung** convened the Public Hearing to receive and hear all persons desiring to be heard on funding request for installation and construction of Ballpark Marquee Sign on Constellation Field property.

**PUBLIC HEARING (CONTINUED)**

**FUNDING REQUEST FOR INSTALLATION AND CONSTRUCTION OF  
BALLPARK MARQUEE SIGN ON CONSTELLATION FIELD PROPERTY (CONTINUED)**

*Mr. Bryan Guinn, Budget Officer*, stated a public hearing must be held in order for the board to appropriate funding for Baseball Marquee Sign (SLB145). Staff recommends holding a public hearing to receive and hear all persons desiring to be heard on funding request for installation and construction of Ballpark Marquee Sign on Constellation Field property. He pointed out that the City manages the project and the Sugar Land 4B Corporation reimburses the City for the cost.

*Mr. Guinn* provided an overview stating:

- CIP projects are managed by the City
- City pays initial costs and is reimbursed by the SL4B for eligible expenses
- Funding resolution 2010-02-01 authorized reimbursement to City for \$150,000 of marquee sign costs
- Resolution 2014-01-01 will authorize reimbursement for remaining \$400,000

*President Yeung* opened the Public Hearing and entertained comments from the public. Hearing no further comments, the Public Hearing was closed.

**SUGAR LAND 4B CORPORATION RESOLUTION NO. 2014-01-01**

*President Yeung* introduced consideration on **SUGAR LAND 4B CORPORATION RESOLUTION NO. 2014-01-01** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND AN OUTDOOR VIDEO MESSAGE SIGN LOCATED ON CONSTELLATION FIELD PROPERTY ADJACENT TO STATE HIGHWAY 6.

*Mr. Guinn* stated staff is recommending action to approve Resolution 2014-01-01 in the amount of \$400,000 to reimburse the City of costs associated with the Baseball Marquee Sign. *Ms. Morales* stated that the project is expected to be completed prior to April 24, 2014 (season opening day).

Following a full and complete discussion, *Director Jajoo*, seconded by *Director Favre*, made a motion to approve **SUGAR LAND 4B CORPORATION RESOLUTION NO. 2014-01-01** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND AN OUTDOOR VIDEO MESSAGE SIGN LOCATED ON CONSTELLATION FIELD PROPERTY ADJACENT TO STATE HIGHWAY 6. The motion carried unanimously.

<b>JOINT CAPITAL IMPROVEMENT PROJECTS</b>
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*President Yeung* introduced consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. 2014-01-02**, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION ADOPTING A REVISED POLICY ESTABLISHING GUIDELINES FOR PARTICIPATION IN JOINT CAPITAL IMPROVEMENT PROJECTS WITH COMMUNITY-BASED ORGANIZATIONS; REPEALING RESOLUTION 08-04-03 ADOPTED ON APRIL 24, 2008; AND ESTABLISHING AN EFFECTIVE DATE.

*Ms. Stephanie Russell, Business Retention Manager*, reviewed the proposed policy with the Board.

Current policy procedures

- Requests must be submitted on a City form to the City's Office of Economic Development.
- Requests will be considered in the order received on a case by case basis until all funds appropriated for that year for the purposes provided for this policy are expended.
- If the request is approved by the SL4B by the approval of a funding resolution, the applicant will enter into a written contract with the City of Sugar Land

Proposed changes to policy procedures

- Change the deadline for requests to the first business day in January
- Any unused budgeted Joint CIP funding, after January applications are considered, will be available for additional application consideration on a first come, first serve basis
- Same approval process applies

Policy Implementation

- SL4B approval of resolution amending policy
- Staff information campaign notifying Community Based Organizations of new application deadline
  - Notifications on City's website
  - Announcement in City's newsletters
  - Announcement during Quarterly HOA meetings
  - Notification letter mailed directly to HOAs
- New Policy in effect October 1, 2014
- Discuss annual Joint CIP Budget for FY15 based on demand in FY14

Following a full and complete discussion, *Director Jajoo*, seconded by *Director Clancy*, made a motion to approve **SUGAR LAND 4B CORPORATION RESOLUTION NO. 2014-01-02**, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION ADOPTING A REVISED POLICY ESTABLISHING GUIDELINES FOR PARTICIPATION IN JOINT CAPITAL IMPROVEMENT PROJECTS WITH COMMUNITY-BASED ORGANIZATIONS; REPEALING RESOLUTION 08-04-03 ADOPTED ON APRIL 24, 2008; AND ESTABLISHING AN EFFECTIVE DATE. The motion carried unanimously.

<b>ADJOURN</b>
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There, being no further business to come before the Corporation, *Director Jajoo*, seconded by *Director Clancy*, moved that the meeting adjourn. The motion carried unanimously and the meeting adjourned, time at 4:36 o'clock P.M.

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Bridget Yeung, President

(SEAL)